

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH
SERVICE AREA 5
Edelman Mental Health Clinic Adult Services in Los Angeles, CA**

TRANSFER OPPORTUNITY

**THIS IS NOT AN OFFICIAL EXAMINATION BULLETIN
RESTRICTED TO LOS ANGELES COUNTY EMPLOYEES ONLY**

Mental Health Clinical Supervisor

Edelman Westside Mental Health Center is an Adult crisis intervention and intensive outpatient mental health clinic located in West Los Angeles. We have an opening for a Mental Health Clinical Supervisor.

DUTIES INCLUDE BUT ARE NOT LIMITED TO:

- Conducting Quality Assurance reviews for all programs under Edelman, including FSP, FCCS, Wellness, and the outpatient clinic
- Provide clinical and/or administrative supervision to a small number of clinical and/or paraprofessional staff
- Serve as Officer of the Day one day per week
- Provide some on-call coverage for our FSP program

DESIREABLE QUALITIES:

- Strong knowledge of State and Departmental QA/QI requirements
- History of strong documentation skills as a clinician
- Strong organizational skills
- Attention to details
- Detailed knowledge of IBHIS ins and outs; preferably a SUPERUSER
- Experience supervising staff in a large, fast-paced outpatient clinic
- Experience and ability to work with challenging clients
- Experience and comfort working with all levels of psychopathology
- Ability to be flexible with evolving programs and work duties;
- Strong interpersonal skills with the ability to work and communicate effectively with other County employees, community agencies and consumer partners;
- Strong writing and verbal skills;
- Ability to problem solve while working under pressure;
- Ability to complete tasks and meet deadlines with frequent interruptions

Individuals currently holding the payroll title of Mental Health Clinical Supervisor are encouraged to submit their resume to the address below. Please submit resume, Performance Evaluations, and Master timecards for the last two years by May 31, 2016.

Fax or Email information to:

Nilsa Gallardo, Psy.D.

Clinical Program Manager II

ngallardo@dmh.lacounty.gov

Phone number: (310)966-6538 *** Fax number: (310) 231-0684